

**Bruce Rauner**  
Governor



**Beverly J. Walker**  
Acting Director

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**DCFS Day Care Licensing Advisory Council Meeting**

**April 12, 2018**

**10:00 am – 12:00 pm**

James R. Thompson Center  
100 W. Randolph, 6<sup>th</sup> Floor-Room 275 (Chicago)

406 E. Monroe Street, 7<sup>th</sup> Floor Conference Room (Springfield)

**Attendees**

Jennifer Alexander, Metropolitan Family Services  
Sheila Bauer, STAR NET Region VI  
Shontee Blankenship, Department of Children and Family Services  
Kristi Boyson, Step by Step  
Dana David, Milestones Early Learning Center  
Megan Donahue, Illinois Action for Children  
Debra Dyer Webster, Department of Children and Family Services  
Shauna Ejeh, Baby TALK  
Maria Estlund, Co-Chair, Illinois Action for Children  
Yvonne Figueora, Department of Children and Family Services  
Mary Jane Forney, Illinois Department of Human Services  
Mary Harlan, Department of Children and Family Services  
Jamilah Jor'dan, Governor's Office of Early Childhood Development  
Maggie Keane, Good Shepherd  
Beth Knight, Illinois Network of Child Care Resource and Referral Agencies  
Tom Layman, Governor's Office of Early Childhood Development  
Roxanne Lizcano, Co-Chair, Department of Children and Family Services  
Theenshina Mayfield, Department of Children and Family Services  
Paula McClain, Department of Children and Family Services  
Bridget McKnight, Department of Children and Family Services  
Denise Monnier, Association of Illinois Montessori Schools  
Carol Morris, Department of Children and Family Services  
Dara Munson, Chicago Child Care Society  
Gail Nelson, Steans Family Foundation  
Martina Rocha, Together for Childhood Network  
Emily Ropars, Early Choices  
Beth Sabrook, Department of Children and Family Services  
Sarah Stoliker, First School  
Pat Twymon, Family Child Care Provider  
Judy Walker Kendrick, Chicago Coalition of Site Administered Child Care Programs  
Edie Washington Gurley, Department of Children and Family Services  
Janice Woods, Chicago Coalition of Site Administered Child Care Programs  
Ken Yordy, Department of Children and Family Services  
Denina Young, Department of Children and Family Services

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## MINUTES

- I. **Welcome and Introductions**
- II. **Approval of Minutes from February 15, 2018**
  - a. Motion to approve: Judy Walker-Kendrick
  - b. Second: Roxanne Lizcano
- III. **Report Back on March Regional Forums – Carol Morris**

### Discussion:

Carol thanked Beth for helping find larger venues for this round of forums, including Wabunsee College, Truman College, Grays Lake campus of College of Lake County, and more. Forum turnout seemed a bit low (380 FCC providers; 257 center providers), and one of the reasons could have been that it was during Spring Break/near Easter. The focus of this round of forums was lead in water and the upcoming testing requirements. Attendees received the policy guide and other materials (although none of these materials are available online yet).

DCFS had attendees submit feedback via surveys, and what they found was:

- Providers would like powerpoints/more information on the agenda items ahead of time
- Providers suggest all licensing staff would benefit from training of forum powerpoints, not just those presenting
- Still need to get the word out about sunshine website (communications committee will take the lead)

Future topics they suggested include:

- Legislative updates
- Changes to standards
- Expulsion policy
- What to expect when DCLR visits (DCFS will revisit topic from early forums when they went over top 10 violations)
- New director training. The council discussed and decided it is not the best use of time to devote an entire forum to this, but rather DCFS will create a new training for new directors and deliver it around the state, maybe have it once a quarter.

The department will keep these issues in mind, and survey licensing staff for their input on future topics. The next round of forums will be the week of October 15<sup>th</sup>. The council discussed whether or not it makes sense to have target goals for numbers, and whether or not the goal of the forums is networking and face time or information sharing. The general consensus was that the goal is information sharing, therefore the focus should not just be on turnout at the actual events, but on making that information available widely, through mediums like webinars/recorded presentations.

Martina Rocha informed the Department that her association has certified translators and can provide translation services if needed.

- IV. **Legislative Updates – Maria Estlund**

### Discussion:

#### **SB3253**

Senate Bill 3253, which was a department initiative, would extend the licensure period from 3 to 5 years (aligned with CCDBG background check requirements). The department has decided not to move the bill this session, but after internal conversations, the advisory council will have a more in-depth conversation about the issue of licensure renewal periods and the opportunities longer periods would have for improving annual monitoring completion rates, etc. Council members noted that some accreditation bodies have moved to 5 year periods, so it could potentially align. This conversation will be revisited in the future.

#### **HB4965**

Maria Estlund shared that House Bill 4965 would extend CCAP eligibility from 6 months to 12 months, which is required under federal CCDBG law. 12-month eligibility promotes stability for children, families, and providers. The bill has bipartisan support and continues to move forward.

## **V. Discussion on Changes to Health & Safety Trainings**

### **Discussion:**

The council had a lengthy discussion on the status of the health and safety training requirements for CCAP, including the new 'basics' option. Face to face English Basics training was available starting April 2<sup>nd</sup>, and there have been 10 trainings so far. Face to face Spanish will be available after next Monday (April 16<sup>th</sup>), and online Spanish will be available the Monday after that (April 23<sup>rd</sup>). Online English trainings were available as of Monday, April 9<sup>th</sup>, and 86 trainings have been completed so far, with more started but not completed. An additional 130 trainings are scheduled across the state through June 30th.

Attached document has additional questions asked and discussed by council members, along with answers from IDHS.

## **VI. Update on Proposed Rules – Carol Morris**

### **a. Expulsion**

### **Discussion:**

Carol Morris is meeting with Stacey Simek-Dreher and Jay Chrome from OCFP today to look at definitions and other components of the proposed rule. The Inter-Agency Team (IAT) is also working on common definitions and aligned requirements, as well as beginning to look at the data piece and thinking through how providers will report data on transitions.

### **b. Lead Testing**

### **Discussion:**

The council had an in-depth discussion on the status of the lead testing rules and regulations. DCFS and some of the committee co-chairs have been working with Elevate Energy to put together training and resources for providers. The EPA's sampling instructions went out to certified labs last week.

The council discussed concerns about non-certified labs soliciting providers, and given providers uncertainty about where the rule stands, there is concern that providers may be spending money on sampling that is not in compliance. There were additional concerns raised about the lack of deadline (and the unenforced deadline of March 31<sup>st</sup> in the policy guide). The council discussed steps the department could take regarding mass communication, including using external partners, CCAP payment certificate envelopes, and services like robo calls and automated text messages. Text notifications with hyperlinks to the Sunshine website (once lead testing information is on website) is an easy way to ensure they all receive the information and that it becomes providers' responsibility to ensure they are in compliance. The department will look into these strategies.

## **VII. Status Updates on Council Recommendations to DCFS**

### **a. Medical Forms**

### **b. Credential Alignment**

### **Discussion:**

The council requested updates on the status of its recommendations regarding changes to the medical forms and credential alignment. Carol Morris reported that she was meeting with OCFP later that day and would request updates on where those recommendations stand and how they will be implemented.

## **VIII. Committee Reports**

- a. Data – Theenshina Mayfield and Carie Bires

### **Discussion:**

The committee has been working, and will continue, to identify opportunities and challenges to shifting to online-based forms and record-keeping.

- b. Communications – Ken Yordy

### **Discussion:**

The committee continues to work on strategies to get the word out about the Sunshine website. They have some ideas for a one-page flyer with a link, and then partnering with CCR&Rs to distribute the flyer. It could also be on the licensing summary for both providers and parents.

- c. Systems Integration – Carol Morris and Tom Layman

### **Discussion:**

The committee reported that the co-chairs have been thinking about the direction of the committee. Currently, one of the priorities is finishing up a project to align the weighted violations across provider types. The committee will also be thinking about how the weighted licensing can play a role in ExceleRate (i.e. violations cumulating to a specified weight could potentially prevent access to higher circles of quality, etc.) and be available on the Sunshine website provider database.

- d. Training – Beth Knight and Edie Washington Gurley

### **Discussion:**

The committee provided updates on recent training work, including the Montessori training for licensing staff, which all parties felt was successful. There is an upcoming training for licensing staff on Rule 383 (enforcement). Based on today's discussion, the training committee will revisit the resources on the top violations, as they have worked on that before.

**Meeting Adjourned**

**Next Meeting: June 14, 2018, 10:00am – 12:00pm**